

BIDDER'S SUMMARY Of Contract Activities and Labor Hours

Section I

SOLICITATION NUMBER

AGENCY/DEPT

To be eligible for the bidding preferences, the following data/information must be provided AND signed by the BIDDER.

Section II

The "Bidder's Summary" of the contract activity and employee labor hours must be prepared and signed by the Bidder. The form must accompany any bid preference request form(s) (STD 830, SDT 831, STD 832), submittal to the designated contracting official at the awarding department.

Report the projected contract performance of your firm for each stage of the receiving/warehousing/handling/delivery cycle and report all employee labor hours necessary to perform this contract. Do not include labor-free hours (automated processing / storage time / etc).

Product Type/Line Item	Contract Volume [Product	Bidder Employee Labor Hours to be Used for this Contract						Total Employee Labor Hours for the Product Type
		Administration	Receiving	Warehousing	Handling	Shipping	Others	
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
					GRAND TOTAL (Employee labor hours)			

"Other" segments of contract performance used must be defined here:

Section III

To be eligible for bidding preferences, the following certification statement must be complete and signed by the Bidder.

I hereby certify under penalty of perjury that the information and reported labor hours on this form are accurate and I understand that any person furnishing false certifications, willfully providing false information, omitting information, or failing to comply with the preference requirements is subject to sanctions set forth in the statutes.

Bidder Name and Title	Bidder's Signature:	Phone Number	Date
		Fax Number	

BIDDER'S SUMMARY

References and Instructions

The California Legislature has declared that it serves a public purpose and is a benefit to the state, to encourage business investment, promote job development, and to facilitate job maintenance in economically distressed areas of the state. It is the intent of the Legislature to further these goals by providing appropriate preferences to California based companies submitting bids or proposals for state contracts to be performed at worksites in economically distressed areas by persons with a high risk of unemployment, when the contract is for goods or services in excess of \$100,000. To obtain preferences, the bidder must show that a minimum 50% (for Goods contracts) or 90% (for Services contracts) of the projected employee labor hours necessary for the contract will be performed within the economically distressed area.

If the bidder requests TACPA, EZA, and/or LAMBRA contract preferences¹, the *Bidder's Summary* form must be completed and signed by the bidder, for each requested preference. The purpose of this form is to give the state contracting official, a tool to evaluate the total bidder employee labor hours required to complete this contract either inside and outside the preference areas.

Section I

Solicitation Number: Enter the solicitation number identified on the front page of the Invitation For Bid for which this form is being submitted.

Agency/Dept: Enter the name of the buying Agency and/or State and Consumer Services Department (e.g. Department of General Services or DGS).

¹ Enterprise Zone Act GC § 7070 et seq.; the Target Area Contract Preferences Act, GC § 4530 et seq., and/or the Local Agency Military Recovery Area Act (LAMBRA), GC § 7105 et seq.

Section II

The purpose of this section is to capture the bidder's projected employee labor hours to perform this contract. Hours projected should only be those that the bidder itself will use and does not include manufacturing, or any other subcontracted hours.

Product Type/Line Item: List the product type/line item as specified on the solicitation. Separate each product type to match the line items on the solicitation.

Contract Volume: List the product unit (i.e. # cases, lbs, etc.). Use the same quantity and unit measure as specified in the solicitation.

Hours For This Contract: Provide the projected number of employee labor hours to be used by the bidder in the performance of this contract. Hours may include, for example, Administrative, Warehousing, Shipping, Handling, and/or Other. **It does not include time the product is stored.**

Grand Total: List the cumulative employee labor hours for the entire contract period.

Section III

Section III must be completed and signed by the bidder.